

**Central District Health Department
Friday, February 13, 2015 ~ 8:30 a.m. to 12:30 p.m.
707 N. Armstrong Place, Boise, ID**

Board Members

Steven F. Scanlin, JD, Chair
Commissioner Vicki Wilkins
Dr. Ted Epperly, MD

Betty Ann Nettleton, RN, V-Chair/Trustee
Dr. Jane Young, DNP

Commissioner Al Hofer (Absent)
Commissioner Elt Hasbrouck

Guests

Staff

Russell A. Duke, Director
Tom Schmalz

Donna Mahan, Recorder
Kimberly Link

Lorraine Fortunati

Bonnie Spencer

Call Board of Health Meeting to Order – Steven Scanlin

Steve Scanlin, Board Chair, called Central District Health Department (CDHD) Board of Health meeting to order at 8:37 a.m.

Board Minutes – December 12, 2014 – Steven Scanlin

The December 12, 2014 Board of Health minutes were amended under "Healthy Diets" to read 'color coding food items' instead of 'color coding food shelves.' Minutes stand approved as corrected.

Financial Report: FY 2015 – July thru January Budget to Actual – Bonnie Spencer

The FY 2015 Budget to Actual for January 2015 report reflects that we are 58% through the FY 2015 budget year. Total revenues are at 57% of budget. Fees are at 58%; contracts are at 65%; and county contributions are at 40%. Total expenditures are at 58%. Personnel cost is 60%. Operating and capital costs are both underspent. The FY 2015 Cash Balance Statement and Reserve Report at the end of January reflects a total cash balance of \$2,323,700; and the reserve fund designation was \$1,634,037 with a balance of undesignated funds at \$689,663. We have a balance of \$68,845 left in our Special Projects Reserve Fund for FY 2015.

FY 2015 Budget Revision – Bonnie Spencer

Bonnie Spencer presented the FY 2015 Budget Revision proposal increasing our budget by \$272,700 to include approved reserve fund projects and carryover designations and new program commitments.

Motion: Commissioner Elt Hasbrouck moved to approve the FY 2015 Budget Revision Proposal as presented and seconded by Dr. Ted Epperly. Further discussion, Dr. Epperly reiterated that the Board had requested an IT Audit to be completed. All in favor; motion carried.

Serving Valley, Elmore, Boise, and Ada Counties

Ada / Boise County Office
707 N. Armstrong Pl.
Boise, ID 83704
Enviro. Health: 327-7499
Reproductive Health: 327-7400
Immunizations: 327-7450
WIC: 327-7488
FAX: 327-8500

Elmore County Office
520 E. 8th St. North
Mountain Home, ID 83647
Enviro. Health: 587-9225
Family Health: 587-4407
WIC: 587-4409
FAX: 587-3521

Valley County Office
703 N. 1st St.
McCall, ID 83638
Ph. 634-7194
FAX: 634-2174

Quarterly Strategic Plan Progress Report – Bonnie Spencer

Bonnie Spencer reviewed the time line and progress status report for CDHD's strategic plan. Dr. Epperly asked that we update the document to better graphically identify the accomplishments. Dr. Epperly suggested adding a column designating the objective timeline and respective percentage of completion. Steve Scanlin suggested changing the percentage breakdown to 25%/50%/75%/100% with each percentage being color coded. The Strategic Planning Committee will work on developing a more clear-cut visual report starting with the FY 2016 cycle.

Food Pantries and Licensing Requirements – Tom Schmalz

Program Manager Tom Schmalz explained the licensing requirements for food establishments in Idaho, focusing on food pantries and food banks. Licensure is based non-potential hazardous food verses potentially hazardous foods. Only food pantries/food banks with potentially hazardous foods must be licensed and inspected. The Board would like for Russ and Tom to see if the fee can be reduced or omitted for these agencies serving the good of the community and report back to the Board.

Cottage Food Industry – Tom Schmalz

Idaho does not have a code on the books that regulate the cottage food industry (CFI). CFI is defined as foods that have been prepared by individuals in their home to sell to the public. CDHD follows the same rules used for food licensing to determine if a permit is required. A bill has been drafted that exempts non-potentially hazardous food prepared in home kitchens and sold retail to the public. CDHD supports this concept and also supports expanding the exemption to all facilities that prepare only non-potentially hazardous food.

Measles and Mumps – Kimberly Link

Kimberly Link, Communicable Disease Control Manager, presented an overview on what measles and mumps are and how they are transmitted. In September, Idaho saw its first case of mumps which started at the University of Idaho. As of today 6 of the 21 cases are in our district. The mumps and measles are preventable diseases, which we advocate receiving the MMR (measles, mumps, and rubella) vaccine.

Behavioral Health Board – Russell Duke

We continue to move forward in securing a contract to support the Region 4 Behavioral Health Board and a staff person to work under CDHD. The program will be under Jaime Harding, Health Promotion Manager. The plan is to have an agreement to bring before the CDHD Board in April for approval. If agreed upon, the program will begin July 1, 2015.

Break – Steve Scanlin

Healthy Idaho Plan – Dr. Ted Epperly/Russell Duke

Dr. Ted Epperly provided a summary on the history of Medicaid Expansion, now known as the Healthy Idaho Plan, to expand health insurance coverage for Idahoans. Russ Duke talked about the action steps the Board can take on communicating with legislators their support for the Healthy Idaho Plan.

SHIP (Statewide Healthcare Innovation Plan) – Dr. Ted Epperly/Russell Duke

Dr. Ted Epperly has been in a lead role for developing the plan and the implementation grant, and serves as the chair for the Idaho Healthcare Coalition. Dr. Epperly walked through the Idaho State Healthcare Innovation Plan (SHIP), focusing on the seven goals that together will transform Idaho's healthcare system. At the local level, Idaho's seven public health districts will convene the regional collaboratives that will support provider practices as they transform to patient-centered medical homes. In summary, SHIP is to transform healthcare for 1.6 million people in Idaho; Medicaid Redesign is part of this process for the 274,000 people on Medicaid; and Medicaid Expansion is to cover the last 78,000 people that are less than 100% of the federal poverty level.

IADBH 2015 CDHD Resolutions – Russell Duke

The Board reviewed resolutions to be presented at the Idaho Association of District Boards of Health (IADBH) in June.

- 1) Resolution to Support Research on the Use of Medical Marijuana and Monitoring of the Public Health Impact to Medical Marijuana Legalization. The Board asked to include cancer patients to the third "Whereas" statement.

Motion: Dr. Ted Epperly made a motion to approve the resolution with the recommended amendment; Betty Ann Nettleton seconded; no further decision; motion carried.

- 2) Resolution to Support an Excise Tax on Electronic Nicotine Delivery Systems. No changes to the resolution.

Motion: Dr. Jane Young moved to approve the resolution as presented; Dr. Ted Epperly seconded; no further discussion; motion carried.

- 3) Resolution to Improve Healthy Food Choices by Implementing a Traffic Light Food Labeling Policy. No change to the resolution.

Motion: Betty Ann Nettleton moved to approve the resolution as presented; Dr. Jane Young seconded; no further discussion; motion carried.

- 4) Resolution Supporting Prevention of Excessive Alcohol Use. The Board asked that domestic violence be added to the resolution.

Motion: Betty Ann Nettleton made a motion to approve the resolution with the recommended amendment; Dr. Ted Epperly; seconded; no further discussion; motion carried.

Trustee Update – Betty Ann Nettleton

This year there has not been much activity around public health and the Trustee Meetings have been low key.

Website: www.idahopublichealthdistricts.org – Russell Duke

Public Health District 5 is hosting and maintaining a website that centralizes public health information, including local boards of health meeting minutes, IADBH information, public health legislation, etc. The address is www.idahopublichealthdistricts.org.

Director's Report – Russell Duke

IADBH education sessions will be on SHIP this year; please mark your calendar.

Adjournment – Steven Scanlin

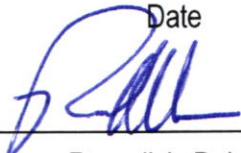
No further business was brought before the Board; meeting adjourned at 12:34 p.m.

Respectfully submitted:



Steven F. Scanlin, Board Chair

3/20/15

Date


Russell A. Duke, Secretary